NON_Credit Data Dictionary

Variable description	Variable name	Class	Format Notes	Data Delivery Frequency	Other Comments
First name	first_name	Character	NO Data	entry term only	NO Data
Middle name	middle_name	Character	NO Data	entry term only	NO Data
Last name	last_name	Character	NO Data	entry term only	NO Data
PLA credits received by term	pla_credits	Numeric	2 decimal	each term	Number of credits awarded through Prior Learning Assessment (PLA)
Total PLA credits received by term	tot_pla_credits	Numeric	2 decimal	each term	NO Data
Program student is declared for at college AND enrollment status	declared_name	Character	Enrollment status options include: -not enrolled -enrolled in a TAACCCT-related program or course -enrolled in a non TAACCCT-related program	each term	Starting Spring 2018, this field is additionally used to report enrollment status of participants, as of the reporting quarter.
Completed a program this term	prog_complete	Integer	0=No 1=Yes	each term	Completion is defined as having earned all of the credit hours (formal award units) needed for the award of a degree or certificate in that program of study. Enter "1" if a participant has completed all coursework for a grant-affected program. Note: Multiple programs can be completed in a term - each should be counted. This can be achieved by creating a separate entry on a new row for each occurrence. Grant-affected program names can be found in the Program Worksheet prepared by the College's project manager.
Name of program completed	completed_name	Character	NO Data	each term	Must match a grant-affected or comparison program listed on the Program Worksheet, including award level (short-term certificate, AAS, etc.)
Earned other credential this term	cred_earned	Integer	0=No 1=Yes	each term	Other credentials, not assumed by program completion should be recorded as "Yes" here.
Type of credential earned	cred_type	Character	NO Data	each term	Other credentials, not assumed by program completion should be recorded here.
Program group	prog_group	Character	NO Data	each term	What "net" captured this individual? Of the programs in your college's list of grant-affected or comparison programs, which program should this individual be associated with? For "stacked" credentials (e.g., short-term, long-term, and AAS awards in the same program), this variable should be reported at the stack level (e.g., "Mechatronics" rather than "Short-term Mechatronics").
Social Security number	ssn	Character	XXXXXXXX	each term	Do not use
College's student ID	student_id	Character		each term	NO DATA
Date of birth	dob	Date	MM/DD/YYYY	entry term only	NO DATA
Year	year	Integer	4-digit year	each term	Year that aligns with progression activity recorded. In the first entry that participant is entered on template, enter year student became a participant.
Term	term	Integer	1=Spring 2=Summer 3=Fall	each term	Term that aligns with progression activity recorded. In the first entry that participant is entered on template, enter term student became a participant.
Year first registered in school as college-level student	year_reg	Integer	4-digit year	entry term only	Prefer current enrollment period in the college (avoiding long gaps between previous enrollment(s) and the present enrollment)
Term first registered in school as college-level student	term_reg	Integer	1=Spring 2=Summer 3=Fall	entry term only	For courses/programs that may bridge across traditional academic terms, use "Spring" if it starts Jan 1 - May 15, use Summer if it starts May 16 - Aug 15, and use "Fall" if it starts Aug 16 - Dec 31.

Has the student authorized OTN to enter his/her data into OWCMS?	OWCMS_authoriz	Integer	0=No 1=Yes	entry term only	The early version of the participant intake form did not ask students for their authorization to enter their data in the Ohio Workforce CMS. If the student signed the earlier version, the student did not sign a PIF, or the student chooses to opt out, the answer would be "no." If the student granted OTN the authorization to enter his/her data in the OWCMS, indicate "yes."
1st Grant-affected course	GA_course1		Character	each term	**If the student is enrolled in a grant affected (GA) program, SKIP this field.** If the student isn't enrolled in a GA program, enter the GA course in which he/she is enrolled. There is no drop down menu for this field.
2nd Grant-affected course	GA_course2	NO Data	Character	each term	**If the student is enrolled in a grant affected (GA) program, SKIP this field.** If the student isn't enrolled in a GA program, enter the GA course in which he/she is enrolled. There is no drop down menu for this field.
3rd Grant-affected course	GA_course3	NO Data	Character	each term	**If the student is enrolled in a grant affected (GA) program, SKIP this field.** If the student isn't enrolled in a GA program, enter the GA course in which he/she is enrolled. There is no drop down menu for this field.
Ohio TechNet participant ID	OTN_ID	NO Data	Character	example would be LKCC001	You will need to create unique ID for each participant using the college identifier (CNST=Cincinnati; CSCC=Columbus; CYCC=Cuyahoga; EGCC=Eastern Gateway; LKCC=Lakeland; LCCC=Lorain; OSCC=Owens; LMTC= Rhodes; SNCL=Sinclair; STRK=Stark; MATC=Zane) followed by a 3 digit #
Employment of participant	Employed	Integer	0=No 1=Yes	each term	Employment change and baseline employment. If participant entered new unsubsidized employment, enter 1 for "Yes". If not, enter 0 for "No." In the first entry that participant is entered on template, enter baseline employment status.
Name of employer	e	NO Data	Character	each term	NO Data
Month that participant employment started	Employment_Start_Month	NO Data	2 digit month	each term	NO Data
Year that participant employment started	Employment_Start_Year	NO Data	4 digit year	each term	NO Data
Month that participant employment ended	Employment_End_Month	NO Data	2 digit selection	each term	NO Data
Year that participant employment ended	Employment_End_Year	NO Data	4 digit selection	each term	NO Data
Wage increase	Wage_ Increase	Integer	0=No 1=Yes	each term	If participant's wage has increased, enter 1 for "Yes".
New Wage	New_Wage	Numeric		each term	Enter participant's new wage. Do not add special characters.